

## **Frequently Asked Questions**

### **The Governor's Tribal Community Capacity Project to Prevent Underage Drinking and Other Illicit Drugs Grant Program**

#### **Is this the first time this grant has been offered and are there similar grant opportunities for tribes?**

This grant opportunity is new, but the State has provided other such sub-grants through the Arizona Strategic Prevention Framework State Incentive Grant (SPF SIG). This application process is slightly different – grantees are required to develop a plan for the coalition based on capacity-building, as opposed to demonstrating past experience.

#### **What types of substance abuse must the coalitions' programs focus on?**

SAMHSA, the federal agency that appropriates the Arizona SPF SIG, stipulates that grantees must incorporate underage drinking prevention within their substance abuse programs. Therefore, Arizona community coalitions must develop underage drinking prevention within their programs. Besides that, each community must assess their specific substance abuse problems and address those on a needs basis. Although the State recognizes preventing youth use as a significant challenge, it also encourages prevention programs for adult binge drinking, drunk driving (DUI) and illicit drug use, regardless of age.

#### **What if our coalition does not include underage drinking prevention?**

You must include underage drinking prevention if you want to receive state SPF SIG money. Arizona's Underage Drinking Prevention Committee is going to launch a Social Norms campaign in September 2007, addressing environmental norms and the roles adults play in influencing and encouraging underage alcohol consumption. Your coalition can use your grant money to tailor these campaign messages as appropriate to your needs and situation – with the Governor's Office of Children, Youth and Families providing technical assistance.

#### **Can the fiscal agent be a member of the community coalitions?**

Yes, that's normal. The coalitions can disperse or appropriate their money to sub-subgrantees as they see fit, as long as they note this on their budget application.

#### **Does our coalition need a financial analyst or budget specialist?**

Yes, there must be someone who knows and understands your coalition's budget. In the application, please include 1 copy with the original application of your A133 audit (if this pertains to your coalition) or your general CPA audit.

#### **When developing the budget, do we include staff time, in-kind contributions and matches on the disclosure of other funding sources?**

Match is not required on this grant. If you do include match, then both the applicant and the GOCYF will be required to monitor it.

**How formal do community coalitions have to be?**

They can be either formal or informal. In fact, the coalitions do not have to be pre-existing; they can be established right now for this purpose.

**Are there specific indicators that grant applications must include?**

Yes, SAMHSA requires that all evaluation plans address the National Outcome Measures pertaining to prevention. These require epidemiological and programmatic data relevant to substance abuse prevention in your community. Please see Exhibit H and the Technical Requirements, both located in the RFGA.

**Does the tribal funding allocation take into account geographically separate districts within a single tribe?**

Yes, for tribes with more than 100 miles between districts or communities there will be an opportunity to request additional dollars. Please include a description of the community, geographic distance between the district and the primary reservation community, population and need for additional dollars.

**Can tribes collaborate with urban Indian organizations?**

Yes; however, that would be considered a community partnership. The grant money will be awarded to whichever entity, the organization or the tribe, is designated as the fiscal agent. You must determine whether the organization or tribe (tribal coalitions) is the "lead" on prevention activities.

**Are there any written restrictions on how to create the budget?**

This grant cannot be used for construction costs or for capital expenditures. Please see Term and Condition #11 on page 12 of the RFGA.

Refer to the sample budgets in Exhibits B and C for more information.

**If our coalition is selected, how long before we receive our first payment?**

See Program Specific Requirements #6 on page 10 of the RFGA.

**Would it be helpful to have two contacts listed on the offer and acceptance form.**

Yes if you think the main point of contact will be out of the office during the clarification phase of the application process.

**Can we combine this grant with the meth grant?**

Yes

**If the base budget minimum is \$5,000, can we submit a budget for more than the amount?**

Yes, please refer to the calculations listed for each tribe that are based on the 2000 on-reservation census on page 3 of the RFGA.

**Is there a page requirement?**

No

**Can we submit our application earlier than August 1<sup>st</sup>?**

Yes

**Do we need to sign both the application and amendments?**

Yes, signatures are required on both the original and amendments and amendments should be submitted with your application.

**Does this grant require an on-site evaluator?**

Not necessarily. We ask that you either identify an individual that will act as a liaison with the state and federal evaluators and/or that you contract with an independent evaluator.

**Do we need separate data person?**

It might change; in implementation you may consider a data collector.

**They want base number?**

Yes, you collect data and how to address issue

**So method of data collection? Is there a specific type required? Or do we make up?**

There are two great sources out there that you can use for youth data: the Arizona Youth Survey (AYS) and the Youth Risk Behavioral Survey (YRBS). There are other methods, for example, Hopi did their own survey, using kids at local store and were able to collect over 700 surveys. You can do community forums, etc.

**Implementation? How does it relate to kids?**

Youth are involved in the process. This project is designed to mobilize communities, to empower leaders. Often these leaders are our youth.

**1-3, needs submitted now – for year 2 submit strategic plan?**

Year 2 will be non-competitive. As a result, the year 2 application will be your strategic plan.

**Tribes have different standards for indirect costs, mileage, etc.? What do we use?**

The state will honor up to 10% of the federally approved indirect rates, however tribes may submit the full amount.

**Pass thru is optional?**

Yes

**If we change scope of work, do we notify you?**

Subgrantees are required to obtain prior approval from the GOCYF before any changes in the scope of work can occur.